

## PLANNING COMMISSION MINUTES

Mayville City Hall, 15 South School Street, Mayville, WI

April 22, 2020

### 1. **Call to Order and Roll Call.**

Meeting was called to order at 5:00 p.m.

Members present: Bob Smith, Merlin Kahlhamer, Andy Shoemaker, Rob Boelk, John Gable, Travis Puls, and Joann Gromowski.

### 2. **Approve Agenda.**

Motion by Kahlhamer, second by Smith, to approve the agenda. Motion carried on a voice vote.

### 3. **Citizens Comment.**

Gene Frings – 1176 Dayton Street, Mayville; Gene stated that he had question about Item #5 on the agenda for the Metalcraft Site Plan review, as he had a question on their storm water abatement on-site. Mayor Boelk stated that this would be addressed under Item #5 on the agenda.

### 4. **Approve the minutes of the February 26, 2020 meeting.**

Motion by Gromowski, second by Kahlhammer, to approve meeting minutes. Motion carried on a voice vote.

### 5. **Discuss/Approve Site Plan Review for Metalcraft Addition at 1000 Metalcraft Road, Parcel #251-1216-1322-001.**

Kyle Gourlie with Metalcraft was in attendance and gave a brief summary of the proposed 17,000 sq.ft. addition. He stated that the new addition off the southwest corner of the building is to provide additional warehouse space so they could eliminate their current off-site warehousing in West Bend.

Don Neitzel brought up that development of this site over the last decade has been done in phases, such that most of the phases have not triggered the stormwater management requirements set forth by NR151, while the impervious area of the site has grown over the years. Don mentioned that there has been some flooding issues and complaints recently south of the Metalcraft facility.

Bob Smith stated that he agreed that there are issues with stormwater drainage at that site.

Travis Puls asked if Metalcraft was adding any additional impervious area as part of this project and if there was enough room on the south end for any stormwater treatment or best management practices.

Kyle stated that Metalcraft was required to undertake some stormwater management improvements as part of the office addition a few years ago. He also stated that the flooding issue from last fall was due to a plugged downstream culvert according to Town & Country.

John Gable asked if the number of trucks would increase because of this addition.

Kyle stated that there would be no increase in the amount of truck traffic.

Travis stated that steps need to be taken to ensure the flooding issue that occurred last fall does not happen again.

Bob agreed that the culverts need to be routinely checked

Mayor Boelk stated that he will have the DPW inspect these whenever they adjust the dam levels.

Kyle stated that Metalcraft would take care of routinely inspecting the culvert on Slag Road.

Motion by Puls, second by Gable, to approve the site plan for the Metalcraft addition at 1000 Metalcraft Road including the recommendations #1, #2, #3 of the Kunkel Engineering Group site plan review letter dated April 14, 2020 and that the culverts on CTH V and on Slag Road be routinely inspected as noted above. Roll was called: Motion carried on a 7-0 vote.

**6. Discussion regarding proposed employee parking lot, off of Iron Lane for Old Fashioned Food, 650 Furnace Street.**

Dave Uttech with Keller Structures was in attendance and gave a brief summary of Old Fashioned Food's intent with this project and of the proposed parking lot.

Travis Puls stated that he is in favor of the project, but questioned the elevation difference between this section of Iron Lane and both Furnace and Kekoskee Street, as well as what would happen with the stormwater run-off from this site.

Dave Uttech mentioned that Old Fashioned Food is only looking for a parking lot for 10-12 cars and he confirmed that this would be for employee parking only.

It was agreed that Keller should move forward in studying the stormwater drainage that will be generated from this site and its impact on the existing storm sewer infrastructure on Furnace and Kekoskee Street.

**7. Review/Discussion of preliminary plans for Dayton Street Apartments, Parcel #251-1216-2322-068.**

Tom Baade with Integris was in attendance and present their preliminary plans for a multi-family development which would consist of three 18-unit buildings (10 units first floor; 8 units second floor).

Rob & Michelle Pasbrig – 1338 Dayton Street, Mayville; stated that they were in attendance as concerned residents and that it would be nice to view the plans.

Mayor Boelk stated that plans could be made available at City Hall to view.

Travis Puls stated that he like Option 1 for maintenance of the site with mowing and snow plowing.

Bob Smith like Option 2, but felt that the Fire Chief should look at this to ensure there is adequate access. Travis Puls agreed with this.

Bob Smith asked about garages for this site. Tom Baade stated that there would be garage for each building, as shown on the preliminary plans.

Travis Puls said he was curious on citizen comments regarding the proposed development. He said that he has been getting a lot of feedback on this from residents. He felt that keeping the height of the structures down is good. Travis also stated that the amount of traffic generated from the development may be an issue as well.

Bob Smith stated that the density of the development as shown is good. He said that the developer could have made it more dense which would have led to additional traffic.

Mayor Boelk asked if the development would have curb & gutter. Tom Baade stated that as of right now they are just proposed black top with no curb & gutter. He stated that this could change based upon what is needed to assist with drainage around the site.

A question was asked about how many trees would be removed from the site. Tom Baade responded by saying that he would like to keep as many trees as possible.

Michael Tennesen and Jennifer Fink – 1274 Dayton Street, Mayville; were in attendance as concerned citizens and asked if the preliminary plans could be emailed to them. Mayor Boelk stated that they cannot be emailed and that they will be available for viewing at City Hall.

**8. Discuss with Possible Action Retention Pond Maintenance.**

Travis Puls stated that in his opinion that the City should deal with this as complaints come in, but at the same time some consideration should be given as to the location these ponds are located in within the City.

Bob Smith felt that the City should have someone dedicated to look at the storm ponds within the City every 3-4 months, like a weed commissioner.

Travis Puls stated that he would like to see this dealt with initially as complaints come in and if this does not work, then move forward with more monitoring or more restrictive ideas. Travis also stated that ultimately it is the Council's decision as to what route is chosen to deal with this. Mayor Boelk stated that this is correct.

Motion by Puls, second by Kahlhamer, to recommend to City Council Option #2 of Travis Puls email, along with requiring each development agreement to address a stormwater management agreement. Roll was called: Motion carried on a 7-0 vote.

**9. Adjournment.**

Motion made by Puls, second by Gromowski, to adjourn. Motion carried on a voice vote: No objections. Meeting adjourned at 6:17 p.m.

Minutes prepared by Don Neitzel